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PRIVATE FOR-HIRE TRANSPORTATION ADVISORY COMMITTEE MEETING SUMMARY DRAFT

October 26, 2023 • 1:00 PM—2:30 PM

Zoom Call

Advisory Committee Members	Position	Affiliation	Present
Darin F. Campbell, Chair	Taxi Company	Radio Cab	Yes
Nickole Cheron	City of Portland, ADA Title II and Disability Equity Manager	Office of Equity and Human Rights	No
Dan Mark, Vice Chair	LPT Company	Mark Car Service LLC	Yes
Jen Armbruster	Representative of People with Disabilities	Member-at-Large	Yes
Jemal Abdi	NEMT Company	JB Medical Transport, LLC	No
Eileen Collins	TriMet	TriMet—Accessible Transportation	No
Eric Followell	Taxi Driver Representative	Radio Cab	No
April Murchinson	Ground Transportation Contracts Administrator	Port of Portland	No
John L Finley	TNC Company	Uber	No
Dan Lenzen	Riding Public	Business Owner	Yes
Mark Williams	PBOT (non-voting member)	Interim Parking and Regulatory Services Director	No
Gabby Sanchez	PBOT	Regulatory Division, Office Support Specialist II	Yes
Matthew Erickson	PBOT	PFHT Program Manager	Yes
Josh Lynch	PBOT	PFHT Program Manager	Yes
Camerina Galván	Notetaker	Galván Consulting LLC	Yes
Tracy M. Smith	Facilitator	Inhance LLC	Yes
Vacant	Tour Bus Company		N/A
Vacant	TNC Driver		N/A
Vacant	LPT Driver		N/A

Advisory Committee Members	Position	Affiliation	Present
Vacant	Shuttle Company		N/A
Vacant	Limousine or Party Bus		N/A
Vacant	Shuttle Driver		N/A
Vacant	Tourism Industry		N/A
Vacant	Pedicab Company		N/A

- **Other Attendees:** Karyssa Jackson, Lyft; Bob Cassinelli, Metro Ride LLC; Roger Stelmach, Broadway Cab; Steven Koester, Port of Portland; Anna Richer-Taylor, Uber; James Thompson; Jen Martinek.

OPENING: DARIN F. CAMPBELL, CHAIR

- Darin F. Campbell called the meeting to order at 1:05 p.m.
- A quorum was not met.

COMMITTEE ANNOUNCEMENTS: DARIN F. CAMPBELL, CHAIR

- **Changes to Port of Portland Pick-up Areas:** The Port of Portland opened a new transportation plaza on the first floor of the short-term parking garage for TNC and taxi pick-ups. Reservation vehicles, on demand, and courtesy vans will continue to pick up at islands 2 and 3. Customers will use the tunnels to reach the transportation plaza.
 - Dan Mark shared that it takes drivers fifteen minutes to go through the cell phone waiting lot. He asked if the phone call system for receiving a space assignment is no longer utilized and if drivers must leave their vehicles to check-in. The executive town sedans shouldn't have to enter the lot.
 - Steve Koester is unaware of the changes in the phone system.
 - **ACTION ITEM:** Steve Koester will check with his team to determine if something can be done to address the issues.
 - **ACTION ITEM:** Ground Transportation will send an email explaining what can and cannot be done to address the issues.
- **Proxies:** Josh Lynch shared that only a committee member can vote. Committee members can send a proxy to represent their comments, but the proxy can't vote. The quorum requires voting members; proxies do not count towards the quorum.
 - Josh Lynch shared in the Chat, "The bylaws state that members may allow a proxy to attend a meeting to take notes, express thoughts, and gather information. However, a proxy cannot submit a formal opinion regarding any topic. In this case, the absent members may share their opinions regarding each topic with the Committee Chair and Facilitator via email or phone. The opinion of the absent member will be captured in the meeting minutes and added to any formal recommendation to the Director."

APPROVAL OF 09/28/2023 MEETING SUMMARY: DARIN F. CAMPBELL, CHAIR

- Not Approved: Final draft September 28, 2023, Meeting Summary was not approved due to not meeting quorum.

PBOT UPDATES: MARK ERICKSON, PBOT

- **Recommendations Update:** The City Council read the four proposed code changes during consent, and it passed. The next step is a second reading in the first week of November 2023. If the proposed code changes pass the second reading, PBOT expects the code changes to go into effect in December 2023. At that time, PBOT will communicate how the code changes will impact the industry. The change most pertinent to the private for-hire industry may be the proposed extended vehicle age limit from 10 to 15 years.
- **Enforcement Report:** In September and October 2023, there were four citations with two TNC driver suspensions due to changes in their DMV records. Two of the citations were for unpermitted vehicles from the same company. Matt Erickson couldn't recall what the remaining citations were for.
 - Dan Mark asked if PBOT runs sting operations targeting unpermitted drivers and companies advertising their services.
 - Matt Erickson responded that PBOT conducts ongoing monitoring of driver DMV records. DMV sends PBOT a record update indicating if a driver can no longer drive. PBOT has a team going after companies operating illegally through cease-and-desist letters and helping companies obtain permits.

PUBLIC COMMENT: DARIN F. CAMPBELL, CHAIR

- No public comments.

ACTION ITEM: TOPIC SUBMISSION: PERMITTING PROCESS: DARIN F. CAMPBELL, CHAIR, AND NOAH ERNEST, RADIO CAB

- Further discussion is not needed.
- An action could not be taken due to not meeting the quorum.

DISCUSSION: TOPIC SUBMISSION: SELF-CERTIFYING NEW VEHICLES: DAN MARK, VICE-CHAIR

- Dan Mark proposed that providers should self-certify a new vehicle through the city website to reduce processing delays and support small business owners in operating their vehicles sooner.
- PBOT has the technical requirements in the current system to implement self-certification. Updates from a technical perspective would be easy to implement, and internally, PBOT is discussing the workflow process. A recommendation must be drafted to update the code explaining how the process will be enforced and how PBOT will ensure vehicles are adequately presented on the street once they are in operation.
- As the chair, Darin Campbell can designate the topic submission as an action item for the next meeting.
 - **ACTION ITEM:** Darin Campbell will have discussions with chronically absent committee members.

ANNOUNCEMENTS: DARIN F. CAMPBELL, CHAIR

- The November 2023 Private for-Hire Transportation Advisory Committee meeting is rescheduled for November 16, 2023, to avoid a conflict with the holiday.
- Dan Lenzen invited folks to the entertainment detail in Old Town for pizzas on Saturday night to celebrate National First Responder Day on Saturday, October 28, 2023.

CHAIR ADJOURNED THE BUSINESS MEETING AT 1:31 p.m.

NEXT MEETING: The next meeting will be Thursday, November 16, 2023, from 1:00—2:30 p.m.

Submitted by Camerina Galván, Notetaker, Galván Consulting LLC.